



**MANITOWOC COUNTY**  
**COUNTY BOARD OF SUPERVISORS**  
**AMENDED MEETING NOTICE**

DATE: December 17, 2024

TIME: 6:00 P.M.

PLACE: **Manitowoc County Office Complex, Room 300  
4319 Expo Drive, Manitowoc, WI 54220**

\*Due to the location change this County Board meeting will not be streamed or recorded.

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. Call to order by County Board Chair**
- II. Invocation by Supervisor Metzger**
- III. Pledge of Allegiance**
- IV. Roll Call**

**V. REPORTS**

Highway Committee Bridge Aid Petitions:

- 1. Town of Eaton – Jeffrey Bridge
- 2. Town of Franklin – W. Hillcrest Rd (B-36-0214)
- 3. Town of Franklin – Habeck Bridge
- 4. Town of Gibson – Hillview Rd Bridge (P-36-0086)
- 5. Town of Gibson – Holmes Rd Bridge (B-36-0133)
- 6. Town of Gibson – Rockledge Rd Bridge (B-36-0252)
- 7. Town of Liberty – Schwoerer Bridge
- 8. Town of Newton – Newton Rd Bridge (B-36-0179)
- 9. Town of Two Rivers – E. Hillcrest Rd (B-36-0250)

**VI. PUBLIC COMMENT**

Members of the public will be allowed three (3) minutes to speak on matters pertaining to County Board business.

**VII. CONSENT AGENDA (Any routine or non-controversial items)**

A. Approve November 12, 2024 County Board Minutes

B. Appointments by County Executive

1. Aging & Disability Board

Appoint one member to succeed Shirley Fessler for a three-year term expiring December 31, 2027.

a. Shirley Fessler

2. Board of Adjustment

Appoint one member to fill a vacancy for a three-year term expiring December 2027.

a. Brian Kraemer

3. Human Services Board

Appoint one member to succeed Judy Ruggirello for a three-year term expiring December 2027.

a. Judy Ruggirello

4. Manitowoc-Calumet Library System Board of Trustees  
Appoint three members to succeed Kali Hentges, Megan O'Connor, and Scott Tuma for a three-year term expiring December 2027.
  - a. Kali Hentges
  - b. Megan O'Connor
  - c. Scott Tuma

C. Ordinances and Resolutions

1. Planning and Park

- a. Resolution 2024/2025- 58 Adopting Farmland Preservation Plan
- ~~b. Ordinance 2024/2025-59 Amending Manitowoc County Code Chapter 14 (Parks Ordinance)~~
- c. Ordinance 2024/2025- 60 Amending Zoning Map (Kevin Czechanski)
- d. Ordinance 2024/2025- 61 Amending Zoning Map (Vernon A and Patricia M Gulseth Revocable Trust)

2. Public Safety Committee

- a. Ordinance 2024/2025- 62 Repealing and Recreating Manitowoc County Code § 4.13(9)
- b. Resolution 2024/2025- 63 Adopting Coroner's Office Fee Schedule

3. Miscellaneous – Supervisor Ryan Phipps

- a. Resolution 2024/2025- 64 Approving Town of Newton Zoning Ordinance (Matthew Kiecker)
- b. Resolution 2024/2025- 65 Approving Town of Newton Zoning Ordinance (Rodney and Tracy Fischer)

**VIII. COMMITTEE REPORTS, RESOLUTIONS, AND ORDINANCES**

- A. Aging & Disability Board
- B. Board of Health
- C. Criminal Justice Coordinating Council
- D. Executive Committee
- E. Expo-Ice Center Board
- F. Finance Committee
- G. Highway Committee
- H. Human Service Board
- I. Land Conservation Committee/UW-Extension Education and Agriculture Committee
  1. Resolution 2024/2025- 66 Authorizing NWQI Grant
- J. Personnel Committee
- K. Planning and Park Commission
- L. Public Safety Committee
- M. Public Works Committee
- N. Transportation Coordinating Committee

**IX. ANNOUNCEMENTS**

X. ADJOURNMENT

~~Amended 12/13/2024~~

Tyler Martell, Chairman

Prepared by Melissa Tennant, Deputy County Clerk

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

**RESOLUTION ADOPTING FARMLAND PRESERVATION PLAN**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Wis. Stat. § 91.10 authorizes counties to adopt a Farmland Preservation Plan  
2 for the purpose of preserving agricultural resources, guiding land use decisions, minimizing farm  
3 and non-farm conflicts, and providing tax credits for property owners in certified farmland  
4 preservation areas; and  
5

6           WHEREAS, a county must have a state-certified Farmland Preservation Plan that clearly  
7 identifies farmland preservation goals, objectives, and policies, as well as the areas intended to be  
8 preserved for agricultural use so the county and its residents may participate in the farmland  
9 preservation program and may qualify for farmland preservation tax credits; and  
10

11           WHEREAS, the Manitowoc County Planning and Zoning Department and Bay Lake  
12 Regional Planning Commission have prepared a Farmland Preservation Plan that meets the  
13 requirements set forth in Wis. Stat. § 91.10 and Wis. Admin. Code ch. ATCP 49; and  
14

15           WHEREAS, pursuant to Wis. Stat. § 91.10(2), the Farmland Preservation Plan must be  
16 included in and made part of the county's Comprehensive Plan; and  
17

18           WHEREAS, the Planning and Park Commission, after providing the required notice, held  
19 a public hearing on December 2, 2024 seeking public comment on the Farmland Preservation Plan;  
20 and  
21

22           WHEREAS, the Planning and Park Commission has provided the County Board with a  
23 copy of the Farmland Preservation Plan; and  
24

25           WHEREAS, after careful consideration and review, the Planning and Park Commission  
26 recommends that the County Board approve the Farmland Preservation Plan as presented and  
27 incorporate that plan into the county's Comprehensive Plan;  
28

29           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
30 county of Manitowoc hereby approves and adopts the Manitowoc County Farmland Preservation  
31 Plan; and  
32

33           BE IT FURTHER RESOLVED that the Farmland Preservation Plan shall be, and hereby  
34 is, incorporated into the Manitowoc County 20-Year Comprehensive Plan as updated August 20,  
35 2020.

Dated this 17th day of December 2024.

Respectfully submitted by the  
Planning and Park Commission

\_\_\_\_\_  
James Falkowski, Chair

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

LEGAL NOTE: Reviewed and approved as to form by Corporation Counsel. 

APPROVED:

\_\_\_\_\_  
Bob Ziegelbauer, County Executive

\_\_\_\_\_  
Date

**REPORT TO: THE MANITOWOC COUNTY BOARD OF SUPERVISORS DECEMBER 17, 2024.**  
**FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION**  
**RE: AMENDMENT TO CHAPTER 29 MANITOWOC COUNTY FARMLAND PRESERVATION PLAN**

This report, recommendation, resolution, and proof of publication are hereby presented in accordance with Section 59.69(5)(e)4 Wisconsin Statutes.

The Manitowoc County Planning and Park Commission, on November 13, 2024, petitioned the Manitowoc County Board of Supervisors for an amendment to Chapter 29 of the Manitowoc County Code to approve an update to the Manitowoc County Farmland Preservation Plan.

1. Action taken to date on this request includes:
  - a. The Manitowoc County Planning and Park Commission petitioned for an amendment of the Manitowoc County Code on November 13, 2024.
  - b. The petition was referred from the County Clerk to the County Planning and Park Commission for a hearing and recommendation.
  - c. The public hearing notice was published in the Herald-Times-Reporter on November 1, 2024.
  - d. The County Planning and Park Commission held a public hearing on this amendment request on December 2, 2024.
  - e. The Commission at their December 2, 2024 meeting recommended approval of the request for an amendment to Chapter 29 of the Manitowoc County Code to approve an update to the Manitowoc County Farmland Preservation Plan.
2. Testimony from the December 2, 2024 hearing is available at the Planning and Zoning office in the form of a digital recording.
3. Testimony at the hearing is summarized as follows:
  - a. Mr. Pete Tarnowski, Planning & Park Manager, briefed the Commission on the update to the Farmland Preservation Plan.

The County Planning and Park Commission made the following findings from testimony at the hearing, staff analysis, and discussions at the public hearing and meeting.

1. The Manitowoc County Farmland Preservation Plan is a county-wide document, which serves as the guide for preserving agricultural resources in Manitowoc County and helps shape growth that can minimize conflict between farm and nonfarm land uses.
2. Revising and updating the Farmland Preservation Plan is required for the continued certification of the county's plan which will allow land owners to participate in the state farmland preservation tax credit program and maintain the County's compatibility with Wisconsin Statute 91.10.

### **RECOMMENDATION**

The Manitowoc County Planning and Park Commission, at its December 2, 2024 meeting, therefore by a unanimous vote and after careful consideration of testimony and an examination of the facts, recommends that the update to Manitowoc County Code Chapter 29, Farmland Preservation Plan be approved.



# COUNTY OF MANITOWOC COUNTY CLERK

1010 South 8<sup>th</sup> St., Ste. 115  
Manitowoc, WI 54220

**Jessica Backus**  
Manitowoc County Clerk

Telephone: (920) 683-4004  
Email: [jessicabackus@manitowoccountywi.gov](mailto:jessicabackus@manitowoccountywi.gov)

December 9, 2024

Tim Ryan, Director  
Planning & Park Commission  
4319 Expo Dr., P.O. Box 935  
Manitowoc, WI 54220-0935

and

Manitowoc County Board of Supervisors

ATTN: Tim Ryan and Manitowoc County Board of Supervisors

We enclosed a copy of the following petition for an amendment to Chapter 29 Manitowoc County Farmland Preservation Plan as filed in this office:

Name of Petitioner(s):

Manitowoc County Planning and Park Commission

This notice is made in compliance with Section 59.69(5)(e)(1) of the Wisconsin Statutes.  
A report of the above petition will be made to the County Board at its next succeeding meeting.

Sincerely,

*Jessica Backus*

Jessica Backus  
Manitowoc County Clerk

Enclosure



# Planning & Zoning Department

Manitowoc County Office Complex  
4319 Expo Drive, P.O. Box 935 • Manitowoc WI 54220  
Phone: 920.683.4185

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## APPLICATION FOR A PLAN AMENDMENT

Date: November 13, 2024

To: The Chairperson and Members of the County Board of Supervisors, Manitowoc County, Wisconsin

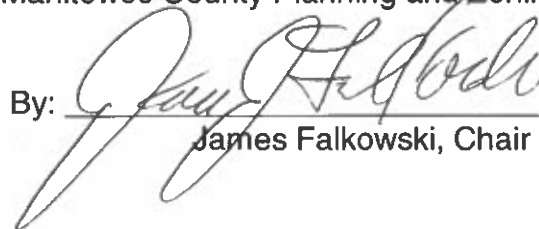
From: The Manitowoc County Planning and Park Commission  
4319 Expo Drive  
Manitowoc, WI 54220

Subject: Application for Plan Amendment  
Manitowoc County Farmland Preservation Plan

The Manitowoc County Planning and Park Commission hereby petitions the Manitowoc County Board of Supervisors for a plan amendment to the Manitowoc County Farmland Preservation Plan.

The proposed amendment will update the plan text and maps of the Manitowoc County Farmland Preservation Plan. This amendment is required for Manitowoc County landowners to remain eligible for Farmland Preservation credits. The proposed plan text and maps are available from the Planning and Park Commission.

Manitowoc County Planning and Zoning Commission

By:   
James Falkowski, Chair

**ORDINANCE AMENDING ZONING MAP**  
(Kevin Czechanski)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the Planning and Park Commission, after providing the required notice, held  
2 a public hearing on a petition for a zoning ordinance amendment on December 2, 2024; and  
3

4 WHEREAS, the Planning and Park Commission, after a careful consideration of testimony  
5 and an examination of the facts, recommends that the petition be approved for the reasons stated  
6 in the attached report;  
7

8 NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
9 ordain as follows:  
10

11 A parcel of land located in part of the Southwest 1/4 of the Southwest 1/4 of Section 35,  
12 Township 20 North, Range 24 East, Town of Two Rivers, Manitowoc County, Wisconsin, more  
13 particularly described as follows:  
14

15 Commencing at the Southwest corner of said Section 35; thence North 89°16'45"  
16 East along the south line of said Southwest 1/4, 580.92 feet to the point of  
17 beginning; thence North 00°00'42" West 1320.63 feet to a point on the north line  
18 of said Southwest 1/4, Southwest 1/4; thence North 89°09'38" East 80.00 feet to  
19 the east line of the west 1/2 of said Southwest 1/4, Southwest 1/4; thence South  
20 00°00'42" East along said east line, 1320.80 feet to the south line of said Southwest  
21 1/4; thence South 89°16'45" West along said south line, 80.00 feet to the point of  
22 beginning, said parcel containing approximately 105,647 sq. ft. (2.43 acres) of land  
23

24 is hereby rezoned from Natural Area (NA) District to Rural Residential (RR) District.

Dated this 17th day of December 2024.

Respectfully submitted by the  
Planning and Park Commission

\_\_\_\_\_  
James Falkowski, Chair

FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

LEGAL NOTE: Reviewed and approved as to form by Corporation Counsel. 



COUNTERSIGNED: \_\_\_\_\_ Date  
Tyler Martell, County Board Chair

APPROVED: \_\_\_\_\_ Date  
Bob Ziegelbauer, County Executive

REPORT TO:	THE MANITOWOC COUNTY BOARD OF SUPERVISORS DECEMBER 17, 2024.
FROM:	THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION
RE:	KEVIN CZECHANSKI ZONING MAP AMENDMENT REQUEST

This report, recommendation, Ordinance, proof of publication, attached map, and the fact sheet are hereby presented in accordance with Section 59.69(5)(e)4 Wisconsin Statutes.

Kevin Czechanski, on October 8, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 2.38 acres of land located in the SW1/4, SW1/4, Section 35, T20N-R24E, Town of Two Rivers, from NA, Natural Area to RR, Rural Residential.

The Town of Two Rivers adopted the Manitowoc County Zoning Ordinance on January 9, 2012. The uses permitted in the RR, Rural Residential zoning provides for mixed residential and low impact non-residential development on relatively small lots with a minimum lot size of one acre.

1. Action taken to date on this request includes:

- a. Kevin Czechanski petitioned for a zoning map amendment on October 8, 2024.
- b. The petition was referred from the County Clerk to the County Planning and Park Commission for a hearing and recommendation.
- c. The public hearing notices were published in the Herald-Times-Reporter on November 18, 2024 and on November 25, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on December 2, 2024.
- e. The Commission at their December 2, 2024 meeting recommended approval of a requested rezoning of approximately 2.38 acres of land located in the SW1/4, SW1/4, Section 35, T20N-R24E, Town of Two Rivers, from NA, Natural Area to RR, Rural Residential.

2. Existing conditions relating to land use, zoning, and natural resources are summarized on the accompanying zone change fact sheet.

3. Testimony at the hearing is summarized as follows:

- a. Mr. Tim Ryan, Director, reviewed the Commission Agenda Commentary.
- b. Mr. Justin Powalisz, adjacent property owner, spoke in favor of the rezone.

The County Planning and Park Commission made the following findings from testimony at the hearing, the rezoning fact sheet, staff analysis, and discussions at the public hearing and meeting.

1. The area to be considered for rezoning meets past criteria set by the Commission for rezoning land from the NA, Natural Area District.
2. The Two Rivers Town Board supports the proposed zone change to RR, Rural Residential.
3. The rezoning will allow for the parcel to be divided, permitting the conveyance of the northern woodland portion to the adjacent parcel.

## RECOMMENDATION

The County Planning and Park Commission determined from testimony at the public hearing, from the zone change fact sheets and maps, and from the staff analysis, that the public health, safety and general welfare would be safeguarded and substantial justice done, if the request of Kevin Czechanski to rezone approximately 2.38 acres of land from NA, Natural Area to RR, Rural Residential were approved.

The Manitowoc County Planning and Park Commission, at its December 2, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 2.38 acres of land located in the SW1/4, SW1/4, Section 35, T20N-R24E, Town of Two Rivers, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from NA, Natural Area to RR, Rural Residential.

# MANITOWOC COUNTY ZONING MAP AMENDMENT CHECKLIST

## GENERAL ZONING PRINCIPLES

- IS THE PROPOSED ZONING MAP AMENDMENT CONSISTENT WITH AND IN ACCORDANCE WITH THE COUNTY'S:
  - 1. LAND USE PLAN?
  - 2. FARMLAND PRESERVATION PLAN?
  - 3. OTHER LOCAL UNITS PLANS?
- HAS THERE BEEN A SUBSTANTIAL CHANGE IN CONDITIONS SINCE THE LAND WAS ORIGINALLY ZONED TO WARRANT THE PROPOSED AMENDMENT?
- WAS THE SUBJECT PROPERTY INCORRECTLY ZONED INITIALLY?
- DOES THE DECISION TO RECOMMEND APPROVAL OR DENIAL REPRESENT THE COMMISSION'S COMMISSIONER'S WILL OR DOES IT REPRESENT ITS JUDGMENT?
- IS THE PROPOSED AMENDMENT IN THE BEST INTEREST OF THE COMMUNITY PUBLIC HEALTH, SAFETY, AND GENERAL WELFARE?
- WILL THE PROPOSED REZONING BE COMPATIBLE WITH NEIGHBORHOOD PROPERTIES AND WILL IT NOT ADVERSELY AFFECT THE VALUE OF SUCH ADJACENT LAND?
- IS THE SUBJECT PROPERTY ECONOMICALLY FEASIBLE TO DEVELOP OR USE UNDER THE CURRENT ZONING?
- ARE THERE ADEQUATE SITES ELSEWHERE THAT ARE ZONED APPROPRIATELY FOR THE PROPOSED USE?
- DOES THE PROPOSED ZONING MAP AMENDMENT CONSTITUTE SPOT ZONING?
- HAVE ALL USES THAT ARE PERMITTED UNDER THE PROPOSED ZONING DISTRICT BEEN CONSIDERED RATHER THAN JUST THE USE THAT IS BEING PROPOSED BY THE APPLICANT?
- DOES THE PROPOSED AMENDMENT (IF OUT OF EA, EXCLUSIVE AGRICULTURE) MEET THE STATUTORY AND COMMISSION POLICY FINDINGS?
- OBJECTIONS FROM TOWN OR OTHER INTERESTED PARTIES?
- CITIZEN SUPPORT OBJECTION?

## SHORELAND FLOODPLAIN ZONING ORDINANCE PRINCIPLES

- IS THE PROPOSED LOCATION FOR THE PROPOSED USE WITHIN THE AREAS IDENTIFIED AS:
  - FLOODPLAIN
  - WETLAND
  - FLOODWAY
  - SHORELAND
- DOES THE PROPOSED CONSTRUCTION MEET THE STATE'S AND COUNTY'S STANDARDS:
  - PERMITTED ACCESSORY OR CONDITIONAL USE
  - SHORELINE VEGETATION REMOVAL
  - MINIMUM SETBACK FROM WATERWAY
  - MINIMUM LOT SIZE AND WIDTH
  - STANDARDS FOR FILLING, GRADING & EXCAVATION



# COUNTY OF MANITOWOC COUNTY CLERK

1010 South 8<sup>th</sup> St., Ste. 115  
Manitowoc, WI 54220

Jessica Backus  
Manitowoc County Clerk

Telephone: (920) 683-4004  
Email: [jessicabackus@manitowoccountywi.gov](mailto:jessicabackus@manitowoccountywi.gov)

November 20, 2024

Tim Ryan, Director  
Planning & Park Commission  
4319 Expo Dr., P.O. Box 935  
Manitowoc, WI 54220-0935

and

Manitowoc County Supervisor Matthew Phipps  
Supervisory District 21

ATTN: Tim Ryan and Supervisor Phipps

We enclose a copy of the following petition for an amendment to Manitowoc County's Zoning Ordinance Use Regulations as filed in this office:

**Name of Owner/Applicant:**

Kevin Czechanski  
3326 E. Hwy 310  
Two Rivers, WI 54241

**Township:**

Two Rivers

This notice is made in compliance with Section 59.69(5)(e)(1) of the Wisconsin Statutes.  
A report of the above petition will be made to the County Board at its next succeeding meeting.

Sincerely,

*Jessica Backus*

Jessica Backus  
Manitowoc County Clerk



# Manitowoc County Planning and Park Commission

\$531  
Fee (\$490) Received   
Receipt # 41579

## ZONING MAP AMENDMENT APPLICATION

Date of Application:	<u>OWNER / APPLICANT / AGENT</u>		MANITOWOC COUNTY RECEIVED OCT 08 2024 PLANNING & PARK COMMISSION
Owner	<u>Kevin Paschanski</u>	Applicant/Agent	
Address (1)	<u>3326 Hwy 310</u>	Address (1)	
Address (2)		Address (2)	
City/State/Zip	<u>Two Rivers Wis, 54241</u>	City/State/Zip	
Phone	<u>920-973-0117</u>	Phone	

PROPERTY LEGAL DESCRIPTION

SW 1/4, SW 1/4, S 35 T 20 N R 24 E Town of Two Rivers

House /Fire # 3326 Tax Number 01813591100400

PROPERTY INFORMATION

Existing Zoning District NA Proposed Zoning district RR

Please include an air photo identifying the proposed area with dimensions or a description of the area proposed for rezoning including acreage:

Justin and Kumber Powalusz wish to buy the north section of Kevin's property. Kevin would maintain one acre and rezone the property from NA to RR. A line has been drawn on the attached map where Kevin's property would end. (approximately)

Proposed use: (Reason for change)

Justin and Kumber would be buying the north section for recreational use. This land would butt up to their existing property.

Return to:  
Manitowoc County  
Planning and Park Commission  
4319 Expo Drive, PO Box 935  
Manitowoc, WI 54220-0935  
(920) 683-4185

Kevin Paschanski 10-3-24  
Signature (applicant, owner, agent) Date

\_\_\_\_\_  
Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Two Rivers from NA to RR)

### PETITIONER

Name: Kevin Czechanski  
Address: 3326 E STH 310  
Two Rivers, WI 54241  
Town: Two Rivers

### PARCEL

Location: SW1/4, SW1/4, Section 35, T20N-R24E  
Tax#: 018-135-011-004.00  
Area: 2.38 acres

### ACTION TO DATE

Petition Submitted: 10/08/2024  
Town Action: Approved November 18, 2024  
Hearing Notice Published: 11/18/24 & 11/25/24  
Advisory: 12/2/2024  
Hearing: 12/2/2024

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	NA	Woodland/Grassland
South	NA	Woodland/Wetland
East	NA	Woodland/Residential
West	NA	Woodland/Residential

### PARCEL USES & ZONING

Existing Zoning District: NA, Natural Area  
Existing Land Use: Woodland/Residential  
Proposed Zoning District: RR, Rural Residential  
Proposed Use: Sell off north woods to neighbor

### MAP INFORMATION

Farmland Preservation Designation:  
Non-Farmland Preservation  
Soil Type: Gb  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Poorly drained  
Soil Limitations: Severe, wetness, floods  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: E STH 310

Soil Test: 6/6/1988  
Terrain: 0 to >12 Percent Slopes  
Vegetative Cover: Woodland

Town Future Land Use Designation: Woodlands/Natural Area & Mixed Use (Residential, Commercial, Office, Service Business)

Encouraging the preservation of woodlands and valuable open spaces within the Town of Two Rivers. Benefits of preserving woodlands include maintaining/improving wildlife habitat and recreation opportunities, restoration of clean water resources, erosion prevention, etc. Woodlands should not be developed with great densities. Utilizing unique development options such as clustering can help maintain the continuity of woodlands. Preserve large natural areas and/or features to enhance and retain buffers between incompatible uses while maintaining scenic views of the town. These allocated lands are within the Manitowoc-Two Rivers Sewer Service Area (SSA) which would make utilities accessible. STH 310 could support the additional traffic, provide access and offer quality exposure for future businesses.

County Future Land Use Designation: Urban Transition

The Urban Transition land use category identifies ideal areas within the county where high to medium density development is expected to occur within the next 20 years. Portions of these areas are expected to be annexed by the cities and villages which would provide public infrastructure and services.

Encouraging development in these designated areas will limit sprawling, suburban-type, low-density development throughout the rural areas.

TOWN OF TWO RIVERS  
7650 C.T.H. "O"  
TWO RIVERS, WI 54241

MANITOWOC COUNTY  
RECEIVED  
NOV 19 2024  
PLANNING & PARK  
COMMISSION

November 18, 2024

Mr. Tim Ryan  
Planning & Park Commission  
Manitowoc County Planning and Zoning  
P.O.Box 935  
Manitowoc, WI 54221-0935

RE: REQUEST OF REZONING REQUEST  
PROPERTY OWNER: KEVIN CZECHANSKI  
PARCEL: 018-135-011-004.00

Mr. Ryan:

Please be advised the Board of Supervisors of the Town of Two Rivers, has no objection to a change in the zoning for a 2.38 acre parcel as indicated on map that was included in the application currently owned by Kevin Czechanski from NA to RR.

At the meeting held of Town Supervisors held on November 18, 2024, after reviewing the documentation and discussion, a motion was made, seconded and carried unanimously to support this rezoning application in the Town of Two Rivers and encourages the Planning and Zoning Board to approve and grant the rezoning also.

This letter serves as our record of support and approval for your files.

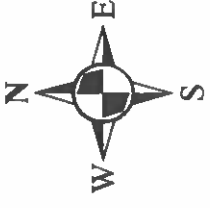
Thank you for your consideration in this matter.

Sincerely,



Steve Pohl  
Town Chairman





Kevin Czechanski  
 SW 1/4, SW 1/4  
 Section 35, T20N-R24E  
 Town of Two Rivers  
 From: NA To: RR  
 Approximately 2.38 acre(s)  
 -87.598, 44.154

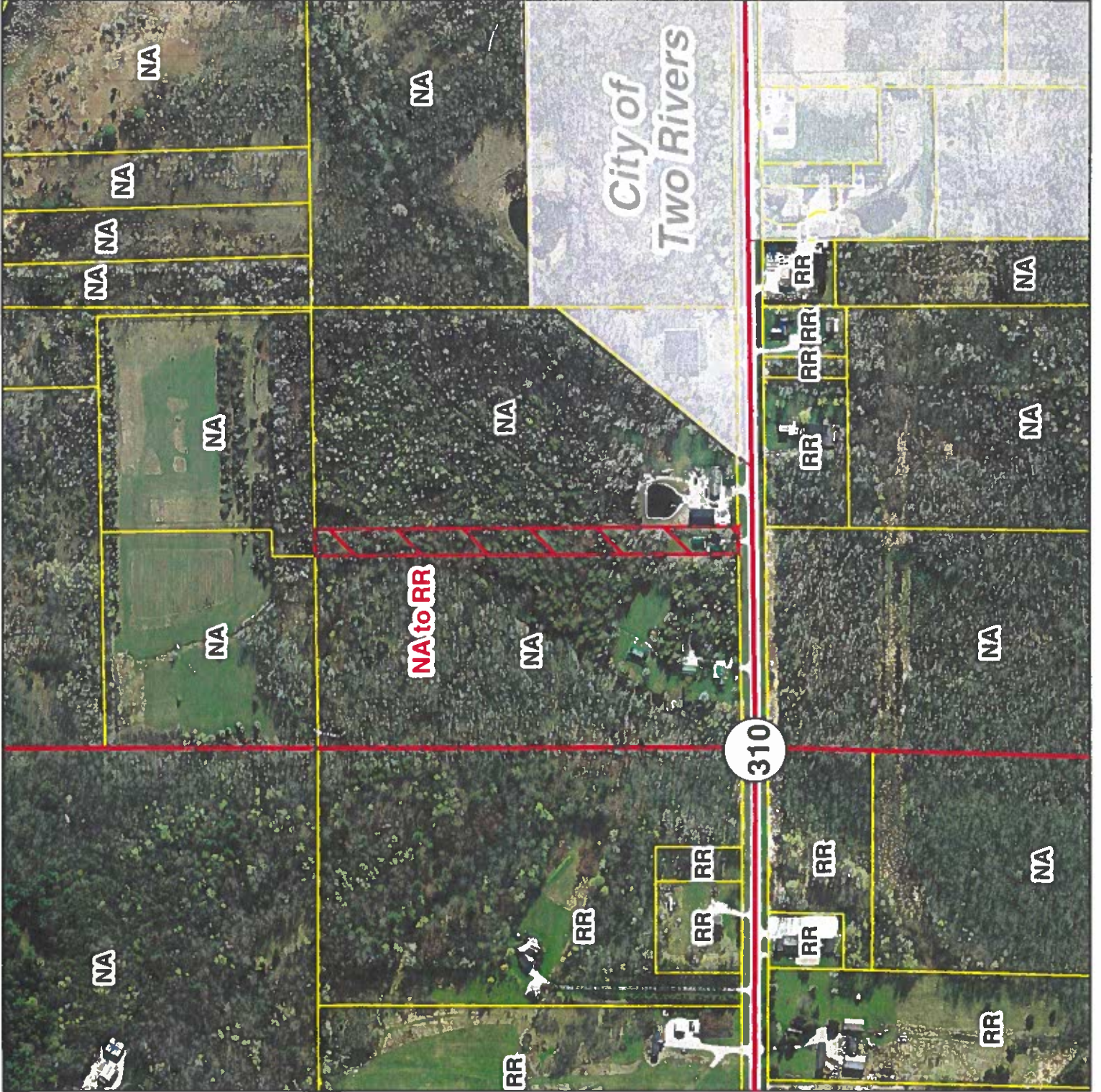
Map Overview

Two Rivers

2	1	6	5	4			
11	12	7	8	9			
14	13	18	17	16			
20	21	22	23	24	19	20	21
29	28	27	26	25	30	29	28
32	33	34	35	36	31	32	
		3	2	1	6		
			10	11	12		
					15		



- Legend**
- Proposed Zone Change
  - Section line
  - Zoning\_lines
  - Lot Line
  - Water Way





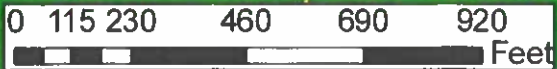
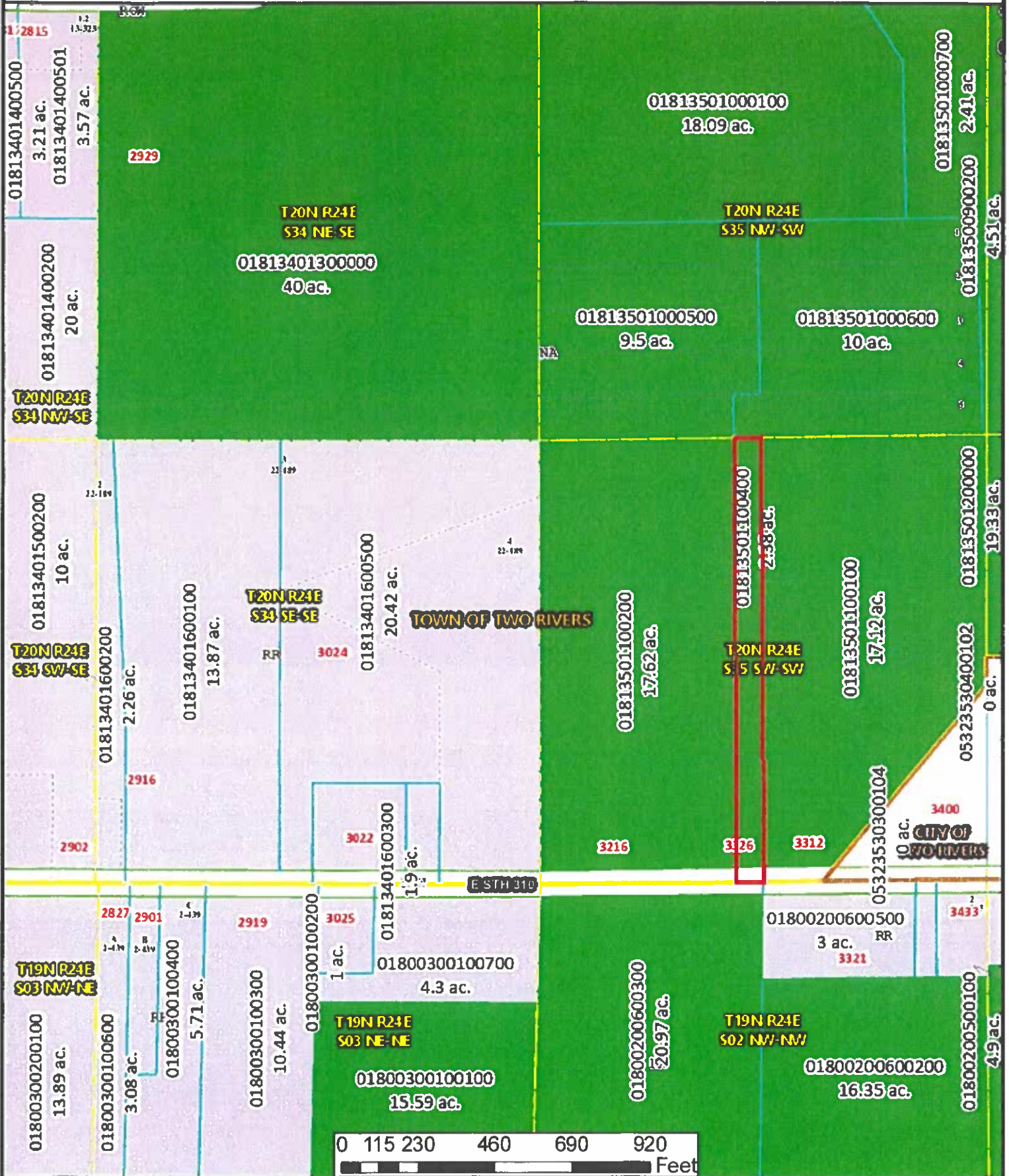
Justin & Keri  
would buy North  
section



Kevin  
would maintain  
the South section



# Manitowoc County Parcel Viewer



**ORDINANCE AMENDING ZONING MAP**  
(Vernon A and Patricia M Gulseth Revocable Trust)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the Planning and Park Commission, after providing the required notice, held  
2 a public hearing on a petition for a zoning ordinance amendment on December 2, 2024; and  
3

4           WHEREAS, the Planning and Park Commission, after a careful consideration of testimony  
5 and an examination of the facts, recommends that the petition be approved for the reasons stated  
6 in the attached report;  
7

8           NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
9 ordain as follows:  
10

11           A parcel of land located in part of the NW 1/4 of the SE 1/4 of Section 7, Town 19 North,  
12 Range 24 East, Town of Manitowoc, Manitowoc County, Wisconsin, more particularly described  
13 as follows:  
14

15           Commencing at the S 1/4 Corner of said Section, Thence N 00°30'04" E, 2172.58  
16 feet coincident with the west line of the SE 1/4 of said Section; Thence S 89°50'22"  
17 E, 83.01 feet being the point of beginning; Thence N 00°09'38" E, 505.41 feet;  
18 Thence S 89°11'38" E, 580.71 feet coincident with the north line of the NW 1/4 of  
19 the SE 1/4 of said Section; Thence S 04°43'14" E, 791.92 feet; Thence S 01°10'19"  
20 E, 546.03 feet to the south line of the N 1/2 of the SE 1/4 of said Section; Thence  
21 N 89°36'48" W, 47.91 feet (recorded as N 86°22' E) running coincident with said  
22 south line to a meander corner and the NE corner of Tract A of a Certified Survey  
23 Map recorded in Volume 2, Page 635; Thence N 27°38'37" W, 775.38 feet to an  
24 extension of the north line of Lot 1 of a Certified Survey Map recorded in Volume  
25 29, Page 339; Thence N 89°50'22" W, 251.17 feet to the NW corner of said  
26 Certified Survey Map; Thence N 00°09'38 E, 150.00 feet to the point of beginning,  
27 said parcel includes all of the land between the meander line and the center of the  
28 Little Manitowoc River, said parcel containing approximately 668,928 Square Feet  
29 (15.356 Acres) of land  
30

31 is hereby rezoned from General Agriculture (GA) District to Large Estate (LE) Residential  
32 District.

Dated this 17th day of December 2024.



REPORT TO: THE MANITOWOC COUNTY BOARD OF SUPERVISORS DECEMBER 17, 2024.  
FROM: THE MANITOWOC COUNTY PLANNING AND PARK COMMISSION  
RE: VERNON A & PATRICIA M GULSETH REVOCABLE TRUST ZONING MAP  
AMENDMENT REQUEST

This report, recommendation, Ordinance, proof of publication, attached map, and the fact sheet are hereby presented in accordance with Section 59.69(5)(e)4 Wisconsin Statutes.

The Vernon A and Patricia M Gulseth Revocable Trust on November 12, 2024, petitioned the Manitowoc County Board of Supervisors to rezone approximately 15.36 acres of land located in the NW1/4, SE1/4, Section 7, T19N-R24E, Town of Manitowoc, from GA, General Agriculture to LE, Large Estate.

The Town of Manitowoc adopted the Manitowoc County Zoning Ordinance on January 9, 2012. The uses permitted in the LE, Large Estate zoning provides areas for single-family residential and planned residential developments on large lots while allowing for agricultural activity in mostly rural areas of the county with a minimum lot size of 5.0 acres.

1. Action taken to date on this request includes:

- a. The Vernon A and Patricia M Gulseth Revocable Trust petitioned for a zoning map amendment on November 12, 2024.
- b. The petition was referred from the County Clerk to the County Planning and Park Commission for a hearing and recommendation.
- c. The public hearing notices were published in the Herald-Times-Reporter on November 18, 2024 and on November 25, 2024.
- d. The County Planning and Park Commission held a public hearing on this amendment request on December 2, 2024.
- e. The Commission at their December 2, 2024 meeting recommended approval of a requested rezoning of approximately 15.36 acres of land located in the NW1/4, SE1/4, Section 7, T19N-R24E, Town of Manitowoc, from GA, General Agriculture to LE, Large Estate.

2. Existing conditions relating to land use, zoning, and natural resources are summarized on the accompanying zone change fact sheet.

3. Testimony at the hearing is summarized as follows:

- a. Mr. Tim Ryan, Director, reviewed the Commission Agenda Commentary.

The County Planning and Park Commission made the following findings from testimony at the hearing, the rezoning fact sheet, staff analysis, and discussions at the public hearing and meeting.

1. The area to be considered for rezoning meets past criteria set by the Commission for rezoning land from the GA, General Agriculture.
2. The Manitowoc Town Board supports the proposed zone change to LE, Large Estate.
3. Rezoning will allow for the parcel to be divided permitting for construction of single family homes adjacent to existing residence.
4. No cropland is affected by this request.

## **RECOMMENDATION**

The County Planning and Park Commission determined from testimony at the public hearing, from the zone change fact sheets and maps, and from the staff analysis, that the public health, safety and general welfare would be safeguarded and substantial justice done, if the request of The Vernon A and Patricia M Gulseth Revocable Trust to rezone approximately 15.36 acres of land from GA, General Agriculture to LE, Large Estate were approved.

The Manitowoc County Planning and Park Commission, at its December 2, 2024 meeting, therefore by a unanimous vote recommended that the subject property (an approximately 15.36 acres of land located in the NW1/4, SE1/4, Section 7, T19N-R24E, Town of Manitowoc, more fully described in the accompanying proposed ordinance amendment) be recommended for rezoning from GA, General Agriculture to LE, Large Estate.



# MANITOWOC COUNTY ZONING MAP AMENDMENT CHECKLIST

## GENERAL ZONING PRINCIPLES

- IS THE PROPOSED ZONING MAP AMENDMENT CONSISTENT WITH AND IN ACCORDANCE WITH THE COUNTY'S:
  - 1. LAND USE PLAN?
  - 2. FARMLAND PRESERVATION PLAN?
  - 3. OTHER LOCAL UNITS PLANS?
- HAS THERE BEEN A SUBSTANTIAL CHANGE IN CONDITIONS SINCE THE LAND WAS ORIGINALLY ZONED TO WARRANT THE PROPOSED AMENDMENT?
- WAS THE SUBJECT PROPERTY INCORRECTLY ZONED INITIALLY?
- DOES THE DECISION TO RECOMMEND APPROVAL OR DENIAL REPRESENT THE COMMISSION'S COMMISSIONER'S WILL OR DOES IT REPRESENT ITS JUDGMENT?
- IS THE PROPOSED AMENDMENT IN THE BEST INTEREST OF THE COMMUNITY PUBLIC HEALTH, SAFETY, AND GENERAL WELFARE?
- WILL THE PROPOSED REZONING BE COMPATIBLE WITH NEIGHBORHOOD PROPERTIES AND WILL IT NOT ADVERSELY AFFECT THE VALUE OF SUCH ADJACENT LAND?
- IS THE SUBJECT PROPERTY ECONOMICALLY FEASIBLE TO DEVELOP OR USE UNDER THE CURRENT ZONING?
- ARE THERE ADEQUATE SITES ELSEWHERE THAT ARE ZONED APPROPRIATELY FOR THE PROPOSED USE?
- DOES THE PROPOSED ZONING MAP AMENDMENT CONSTITUTE SPOT ZONING?
- HAVE ALL USES THAT ARE PERMITTED UNDER THE PROPOSED ZONING DISTRICT BEEN CONSIDERED RATHER THAN JUST THE USE THAT IS BEING PROPOSED BY THE APPLICANT?
- DOES THE PROPOSED AMENDMENT (IF OUT OF FA. EXCLUSIVE AGRICULTURE) MEET THE STATUTORY AND COMMISSION POLICY FINDINGS?
- OBJECTIONS FROM TOWN OR OTHER INTERESTED PARTIES?
- CITIZEN SUPPORT OBJECTION?

## SHORELAND FLOODPLAIN ZONING ORDINANCE PRINCIPLES

- IS THE PROPOSED LOCATION FOR THE PROPOSED USE WITHIN THE AREAS IDENTIFIED AS:
  - FLOODPLAIN
  - WETLAND
  - FLOODWAY
  - SHORELAND
- DOES THE PROPOSED CONSTRUCTION MEET THE STATE'S AND COUNTY'S STANDARDS:
  - PERMITTED ACCESSORY OR CONDITIONAL USE
  - SHORELINE VEGETATION REMOVAL
  - MINIMUM SETBACK FROM WATERWAY
  - MINIMUM LOT SIZE AND WIDTH
  - STANDARDS FOR FILLING, GRADING & EXCAVATION





# COUNTY OF MANITOWOC COUNTY CLERK

1010 South 8<sup>th</sup> St., Ste. 115  
Manitowoc, WI 54220

**Jessica Backus**  
Manitowoc County Clerk

Telephone: (920) 683-4004  
Email: [jessicabackus@manitowoccountywi.gov](mailto:jessicabackus@manitowoccountywi.gov)

November 20, 2024

Tim Ryan, Director  
Planning & Park Commission  
4319 Expo Dr., P.O. Box 935  
Manitowoc, WI 54220-0935

and

Manitowoc County Supervisor Matthew Phipps  
Supervisory District 21

ATTN: Tim Ryan and Supervisor Phipps

We enclose a copy of the following petition for an amendment to Manitowoc County's Zoning Ordinance Use Regulations as filed in this office:

**Name of Owner/Applicant:**

Vernon A. & Patricia M. Gulseth Revocable Trust  
1920 Johnston Dr.  
Manitowoc, WI 54220

**Township:**

Manitowoc

This notice is made in compliance with Section 59.69(5)(e)(1) of the Wisconsin Statutes.  
A report of the above petition will be made to the County Board at its next succeeding meeting.

Sincerely,

*Jessica Backus*

Jessica Backus  
Manitowoc County Clerk



Manitowoc County
Planning and Park Commission

Fee (\$531) Received [checked]
Receipt # 41624

ZONING MAP AMENDMENT APPLICATION

MANITOWOC COUNTY
RECEIVED
NOV 12 2024
PLANNING & PARK
COMMISSION

Date of Application: 10/16/24 OWNER / APPLICANT/ AGENT

Owner: Vernon Gulseth Revocable Trust, Applicant/Agent: Jeff DeZeeuw
Address (1): 1920 Johnston Dr., Address (1): 3510 S. 26th St.
Address (2):
City/State/Zip: Manitowoc, WI 54220, City/State/Zip: Manitowoc, WI 54220
Phone: 920-323-1226, Phone: 920-682-6105

PROPERTY LEGAL DESCRIPTION

NW 1/4, SE 1/4, S 7, T 19 N, R 24 E, Town of Manitowoc

House /Fire # N/A Tax Number 00910701400000

PROPERTY INFORMATION

Existing Zoning District GA Proposed Zoning district LE

Please include an air photo identifying the proposed area with dimensions or a description of the area proposed for rezoning including acreage:

Part of the NW 1/4 of the SE 1/4 of Section 7, Town 19 North, Range 23 East, Town of Manitowoc, Manitowoc County Wisconsin, described as follows

Commencing at the S 1/4 Corner of said Section, Thence N 00 30'04" E, 2172.58 feet coincident with the west line of the SE 1/4 of said Section, Thence S 89 50'22" E, 83.01 feet being the point of beginning, Thence N 00 09'38" E, 505.41 feet, Thence S 89 11'38" E, 580.71 feet coincident with the north line of the NW 1/4 of the SE 1/4 of said Section, Thence S 04 43'14" E, 791.92 feet, Thence S 01 10'19" E, 546.03 feet to the south line of the N 1/2 of the SE 1/4 of said Section, Thence N 89 36'48" W, 47.91 feet (recorded as N 86 22' E) running coincident with said south line to a meander corner and the NE corner of Tract A of a Certified Survey Map recorded in Volume 2, Page 635, Thence N 27 38'37" W, 775.38 feet to an extension of the north line of Lot 1 of a Certified Survey Map recorded in Volume 29, Page 339, Thence N 89 50'22" W, 246.59 feet to the center of Little Manitowoc River and the NE corner of said Certified Survey Map (see detail on sheet 2 of 3), Thence continuing N 89 50'22" W, 15 feet to the NW corner of said Certified Survey Map, Thence N 00 09'38" E, 150.00 feet to the point of beginning.

Said parcel contains 668,928 Square Feet (15.356 Acres) of land

Proposed use: (Reason for change)

Divide lot into two separate parcels

Return to:
Manitowoc County
Planning and Park Commission
4319 Expo Drive, PO Box 935
Manitowoc, WI 54220-0935
(920) 683-4185

Signature (applicant, owner, agent) Date
[Signature] 10/16/24

Signature (applicant, owner, agent) Date

# MANITOWOC COUNTY

## ZONING MAP AMENDMENT FACT SHEET

(Manitowoc County, Town of Manitowoc from GA to LE)

### PETITIONER

Name: Vernon A & Patricia M Gulseth  
Revocable Trust  
Address: 1920 Johnston Dr.  
Manitowoc, WI 54220  
Town: Manitowoc

### PARCEL

Location: NW ¼, SE¼, Section 7, T19N-R24E  
Tax#: 009-107-014-000.00  
Area: 15.36 Acres

### ACTION TO DATE

Petition Submitted: 11/12/24  
Town Action: Approved November 11, 2024  
Hearing Notice Published: 11/18/24 & 11/25/24  
Advisory: 12/2/24  
Hearing: 12/2/24

### ADJACENT USES & ZONING

Direction:	District:	Use:
North	GA	Farmland
South	GA & LE	Residential & Wooded
East	GA	Farmland
West	City	Airport

### PARCEL USES & ZONING

Existing Zoning District: GA, General Agriculture  
Existing Land Use: Grassland  
Proposed Zoning District: LE, Large Estate  
Proposed Use: Divide lot into 2 parcels.

### MAP INFORMATION

Farmland Preservation Designation:  
Non-Farmland Preservation Area  
Soil Type: BtC2, MuA, ZuB  
Air Photo Date: 04/2023

### OTHER CONSIDERATIONS

Drainage: Well – Somewhat poorly drained  
Soil Limitations: Slight - Severe  
Sewage Disposal: Private Onsite Wastewater Treatment  
Road Access: CTH Q

Soil Test: N/A  
Terrain: 0 > 12 Percent Slopes  
Vegetative Cover: Grassland

Town Future Land Use Designation: Residential

Allows for a variety of residential types and densities within the town where the infrastructure can support the additional traffic, utilities and services are available, and natural areas are not compromised.

Designated residential areas allocated adjacent to the City of Manitowoc and along Lake Michigan. Single family residences will be the primary development in these designated areas with the town.

County Future Land Use Designation: Urban Transition

The Urban Transition land use category identifies ideal areas within the county where high to medium density development is expected to occur within the next 20 years. Portions of these areas are expected to be annexed by the cities and villages which would provide public infrastructure and services. Encouraging development in these designated areas will limit sprawling, suburban-type, low-density development throughout the rural areas.

**Town of Manitowoc  
1805 Lissa Lane  
Manitowoc, WI 54220**

Clerk/Treasurer: Geraldine Gilbert  
Phone: 920-901-5072

MANITOWOC COUNTY  
RECEIVED  
NOV 18 2024  
PLANNING & PARK  
COMMISSION

November 12, 2024

To: Manitowoc County Board of Adjustment

The Town Board of the Town of Manitowoc sees **no objection** to rezone Vern Gulseth property on Highway Q. A motion was made before the board on November 11, 2024, to rezone the property from General Agriculture to Large Estate and by dividing it into 2 Lots. The motion was passed and second.

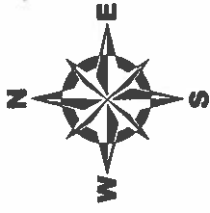
We trust the Board of Adjustment will decide wisely in this situation as it has in the past.

Respectfully,  
The Town Board, Town of Manitowoc

*Geraldine Gilbert*

Geraldine Gilbert  
Town of Manitowoc Clerk/Treasurer  
920-901-5072

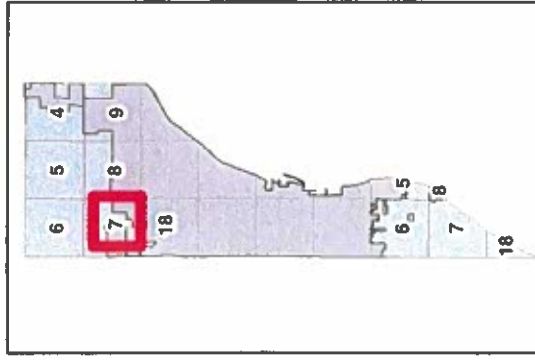




Vernon & Patricia Gulseth  
Revocable Trust  
NW1/4, SE1/4  
Section 7, T19N-R24E  
Town of Manitowoc  
From: GA To: LE  
Approximately 15.356 acre(s)  
-87.669, 44.131

Map Overview

Manitowoc



Legend

- Section Line
- Parcel lines
- Zoning lines
- Stream
- Proposed Rezone









**CERTIFIED SURVEY MAP**  
**PART OF THE NW 1/4 OF THE SE 1/4 OF SECTION 7, TOWN 19 NORTH, RANGE 23 EAST, TOWN OF**  
**MANITOWOC, MANITOWOC COUNTY, WISCONSIN**

**SURVEYOR'S CERTIFICATE**

I, Jeffrey A. DeZeeuw, Professional Land Surveyor with Corner Point, do hereby certify that I have surveyed and mapped the following described parcel:

Part of the NW 1/4 of the SE 1/4 of Section 7, Town 19 North, Range 23 East, Town of Manitowoc, Manitowoc County, Wisconsin, described as follows:

Commencing at the S 1/4 Corner of said Section, Thence N 00°30'04" E, 2172.58 feet coincident with the west line of the SE 1/4 of said Section; Thence S 89°50'22" E, 83.01 feet being the point of beginning; Thence N 00°09'38" E, 505.41 feet; Thence S 89°11'38" E, 580.71 feet coincident with the north line of the NW 1/4 of the SE 1/4 of said Section; Thence S 04°43'14" E, 791.92 feet; Thence S 01°10'19" E, 546.83 feet to the south line of the N 1/2 of the SE 1/4 of said Section; Thence N 89°38'48" W, 47.91 feet (recorded as N 86°22' E) running coincident with said south line to a meander corner and the NE corner of Tract A of a Certified Survey Map recorded in Volume 2, Page 635; Thence N 27°38'37" W, 775.38 feet to an extension of the north line of Lot 1 of a Certified Survey Map recorded in Volume 29, Page 339; Thence N 89°50'22" W, 246.59 feet to the center of Little Manitowoc River and the NE corner of said Certified Survey Map (see detail on sheet 2 of 3); Thence continuing N 89°50'22" W, ±5 feet to the NW corner of said Certified Survey Map; Thence N 00°09'38" E, 150.00 feet to the point of beginning.

Said parcel contains 668,928 Square Feet (15.356 Acres) of land.

I further certify that the map hereon is a correct representation of the exterior boundaries of the lands surveyed and the division thereof. Also that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Section 12.07 of the Manitowoc County Subdivision Regulations.

Dated \_\_\_\_\_  
 Jeffrey A. DeZeeuw  
 Professional Land Surveyor, S-2294

**OWNER'S CERTIFICATE**

As owners we hereby certify that we caused the land described on this map to be surveyed, mapped, divided and dedicated as represented on this map.

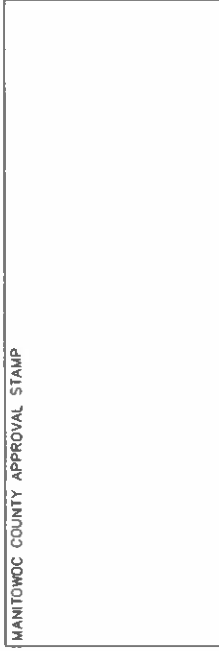
Dated \_\_\_\_\_  
 Vernon A. Gulseth

**CERTIFICATE OF PLANNING AGENCY**

This certified survey map has been submitted and approved by the City of Manitowoc Plan Commission.

Dated \_\_\_\_\_  
 Paul Braun

MANITOWOC COUNTY APPROVAL STAMP



**SURVEYOR NOTE:**  
 The lots shown hereon are subject to a 25 foot building setback from side and rear lot lines and a 75 foot building setback from the "Ordinary High Water Mark" of the Little Manitowoc River.

Center of the Little Manitowoc River is based off a Certified Survey Map recorded in volume 29, page 339.

**ZONING NOTE:**

This property is zoned "GA" General Agriculture District and the adjacent property is zoned "GA" General Agriculture District. (Zoning Districts are subject to change).





**ORDINANCE REPEALING AND RECREATING MANITOWOC COUNTY  
CODE § 4.13(9)  
(Coroner's Office Fees)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1       WHEREAS, Manitowoc County Code § 4.13 establishes fees that Manitowoc County  
2 charges for various services that it provides; and  
3

4       WHEREAS, the Manitowoc County Coroner's Office provides statutorily mandated  
5 authorization to cremate bodies, as well as statutorily mandated certification of deaths, to funeral  
6 homes; and  
7

8       WHEREAS, the Manitowoc County Coroner's Office fees for these services are lower than  
9 most other counties and have continued to fall behind due to statutory limitations; and  
10

11       WHEREAS, to ensure that Manitowoc County does not fall farther behind on the amount of  
12 fee charged, the Coroner's Office recommends that the fees it charges increase annually by the  
13 statutory limit of the CPI for the previous year; and  
14

15       WHEREAS, after careful consideration and review, the Public Safety Committee  
16 recommends that the Manitowoc County Code be amended to provide for automatic fee increases  
17 as limited by statute for the services that the Coroner provides;  
18

19       NOW, THEREFORE, the county board of supervisors of the county of Manitowoc does  
20 ordain as follows:  
21

22 Manitowoc County Code § 4.13(9) is repealed and recreated in its entirety to read as follows:  
23

24       (9) Coroner's Office Fee Schedule.

25  
26       (a) The county board shall, by resolution, establish the fees that the coroner's  
27       office is authorized to charge.  
28

29       (b) Unless otherwise adjusted by the county board, coroner's office fees shall  
30       automatically increase annually by the statutory limit of the CPI for the  
31       previous year. Fee increases shall be effective January 1 of each year.  
32

33       (c) A fee authorized by this sub. (9) may be waived by the Coroner under the  
34       following circumstances:  
35

36       1. the body has been donated to medical science;  
37



**RESOLUTION ADOPTING CORONER'S OFFICE FEE SCHEDULE**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, Manitowoc County Code § 4.13(9) provides that the fees that the Coroner's  
2 Office is authorized to charge must be set by County Board resolution; and

3  
4           WHEREAS, the Coroner's Office currently charges a fee of \$25.00 for death certificate  
5 processing; and

6  
7           WHEREAS, the Coroner's Office currently charges a fee of \$133.50 for cremation  
8 authorization; and

9  
10          WHEREAS, the Manitowoc County Coroner's Office fees for these services are lower than  
11 most counties; and

12  
13          WHEREAS, pursuant to state statute and Manitowoc County Code, the fees for these  
14 services can be increased by the statutory limit of the CPI for the previous year; and

15  
16          WHEREAS, the CPI at the end of 2023 was 3.4%; and

17  
18          WHEREAS, applying the CPI increase, the death certificate processing fee would increase  
19 by \$.85 to \$25.85 and the cremation authorization fee would increase by \$4.50 to \$138.00; and

20  
21          WHEREAS, the Manitowoc County Public Safety Committee has reviewed the Coroner's  
22 Office proposed fee schedule and recommends that it be adopted; and

23  
24          WHEREAS, a copy of the proposed Coroner's Office fee schedule is attached to this  
25 Resolution as Appendix A;

26  
27          NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
28 county of Manitowoc approves and adopts the proposed Coroner's Office Fee Schedule, which  
29 shall be effective upon publication; and

30  
31          BE IT FURTHER RESOLVED that consistent with Manitowoc County Code § 4.13(9),  
32 the fees charged by the Coroner shall automatically increase annually by the statutory limit of the  
33 CPI for the previous year unless and until otherwise adjusted by the county board.

Dated this 17th day of December 2024.

Respectfully submitted by the  
Public Safety Committee

\_\_\_\_\_  
James Falkowski, Chair

FISCAL IMPACT: The Coroner's Office provides approximately 550 billable cremation authorizations annually. The cremation authorization fee increase would provide approximately \$2,475 more in annual revenue. Moreover, the Coroner's Office provides approximately 280 death certifications annually. The death certificate processing fee increase would provide approximately \$238.00 more in annual revenue.

FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

LEGAL NOTE: Reviewed and approved as to form by Corporation Counsel. \_\_\_\_\_



APPROVED:

\_\_\_\_\_  
Bob Ziegelbauer, County Executive

\_\_\_\_\_  
Date

Appendix A

**CORONER'S OFFICE  
FEE SCHEDULE**

<b>CORONER'S FEES</b>	
Cremation Authorization	\$ 138.00
Death Certificate Processing	\$ 25.85
Disinterment Authorization	\$ 75.00
Morgue Use	\$ 35.00
Records Certification	\$ 25.00

**RESOLUTION APPROVING TOWN OF NEWTON ZONING  
ORDINANCE  
(Matthew Kiecker)**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1           WHEREAS, the town of Newton adopted a zoning ordinance pursuant to the authority  
2 granted to towns under Wis. Stat. § 60.62; and  
3

4           WHEREAS, Manitowoc County adopted a zoning ordinance pursuant to the authority  
5 granted to counties under Wis. Stat. § 59.69; and  
6

7           WHEREAS, Wis. Stat. § 60.62(3) provides that town zoning ordinances, and amendments  
8 thereto, are subject to county board approval in counties that have adopted a zoning ordinance  
9 under Wis. Stat. § 59.69; and  
10

11           WHEREAS, the town of Newton amended its zoning ordinance on November 13, 2024 by  
12 rezoning a 3 acre parcel of property owned by Matthew Kiecker from A-3 (Farmland Preservation)  
13 District to A-1 (Agriculture/Rural Residential) District in accordance with Wis. Stat. § 60.62; and  
14

15           WHEREAS, the town of Newton has submitted its amended zoning ordinance to the county  
16 board of supervisors of the county of Manitowoc for approval, and a copy of the amended zoning  
17 ordinance has been provided to each member of the county board for review;  
18

19           NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
20 county of Manitowoc approves the town of Newton’s amended zoning ordinance that rezones that  
21 certain 3 acre parcel of property owned by Matthew Kiecker from A-3 (Farmland Preservation)  
22 District to A-1 (Agriculture/Rural Residential) District and was adopted by the Town Board of  
23 Newton on November 13, 2024.

Dated this 17th day of December 2024.

Respectfully submitted by

\_\_\_\_\_  
Ryan Phipps, Supervisor, District 11

FISCAL IMPACT:   None.

FISCAL NOTE:     Reviewed and approved by Finance Director. \_\_\_\_\_

LEGAL NOTE:     Reviewed and approved as to form by Corporation Counsel. \_\_\_\_\_



APPROVED:

\_\_\_\_\_  
Bob Ziegelbauer, County Executive

\_\_\_\_\_  
Date



# Manitowoc County Parcel Viewer



Author: Public  
Date Printed: 12/4/2024

The burden for determining fitness for use rests entirely upon the user of this website. Manitowoc County and its co-producers will not be liable in any way for accuracy of the data and they assume no responsibility for direct, indirect, consequential, or other damages.

TOWN OF NEWTON  
6532 CARSTENS LAKE ROAD  
MANITOWOC WI 54220

November 14<sup>th</sup> 2024

To: County Board  
Court House  
1010 South 8<sup>th</sup> Street  
Manitowoc WI 54220

Ladies and gentlemen,

Please be advised that the Town of Newton at its regularly scheduled Town Board Meeting on Wednesday, November 13<sup>th</sup> 2024, approved the following:

A request by Matthew Kiecker to rezone a 3-acre parcel from A-3, Farmland Preservation District, to A-1, Agricultural/Rural Residential District to enable the owner to build a new home on this parcel located in the NE1/4 of the NE1/4 and SE1/4 of the NE1/4, Section 23.

A motion was made, seconded, and approved at the Town of Newton Planning Commission meeting on November 11<sup>th</sup>, 2024. Said action was approved and was submitted to the Town Board for approval. Voting Aye were Supervisor Behnke and Supervisor Christianson. Motion carried.

Alyssa Grotegut  
Town of Newton Clerk





TOWN OF NEWTON BOARD MEETING  
NOVEMBER 13, 2024

The November 13, 2024, the meeting of the Town of Newton was called to order by Chairperson Thomas at 5:00 p.m. at the Town Hall, 6532 Carstens Lake Road, Manitowoc. The Public hearing to adopt the budget was postponed until November 29<sup>th</sup> at 8 a.m.

**ROLL CALL**

The roll was called, members present were Denise Thomas – Chairperson, Kevin Behnke - Supervisor 1, Kelly Christiansen – Supervisor 2, Alyssa Grotegut – Clerk, Paulette Vogt – Treasurer, Dave Mueller – Road Supervisor/Law Enforcement Officer. Excused was Mike Slattery – Zoning Administrator

**VERIFICATION OF POSTING – APPROVAL OF AGENDA AND MEETING MINUTES**

An affidavit is on file stating the agenda was posted in the proper places. Supervisor Christiansen moved to approve the agenda, seconded by Supervisor Behnke. All approved, motion carried. Supervisor Behnke then made a motion to accept all the previous meeting minutes, seconded by Supervisor Christiansen. All approved, motion carried.

**TREASURER'S REPORT**

Treasurer Vogt submitted her report prior to the meeting. Chairperson Thomas asked about our CD. After a discussion, Chairperson Thomas made a motion to approve a 4-month CD at 4.65% at Community First. Seconded by Supervisor Behnke, all approved, motion carried. Supervisor Christiansen then made a motion to accept the treasurer's report, seconded by Supervisor Behnke. All approved, motion carried.

**PUBLIC INPUT**

Chairperson Thomas opened public input. Roger Busse asked a few questions about the new Budget and the election. Ed Downing gave praise to every member of the Board on the job they are doing for the Town. Lastly, the clerk read a letter that was given to her from Larry Stock about the Budget Hearing that was supposed to take place this evening. With no further input, public input was closed.

**REPORTS**

*Road Supervisor* – Dave began his report discussing the driveway permit requirements for residents, since there were some questions. C.F Heckmann bored the powerline and electrical should be handled from a hired source. Next, the history of the blacktop on orchard subdivision and what to do next was discussed. Lastly, there is a culvert being put in on Carstens Road to help prevent drainage into Carstens Lake.

*Law Enforcement* – Update on the burning citation contest with Shawn Stelzer. Then a resident had many situations on having their neighbor's dog in their yard. They started to feel as though the dog had become a threat, and therefore called Dave.

*Zoning Administrator* – Mike submitted his report prior to the meeting, there were no questions.

*Supervisor 1* – Kevin just discussed that the County Board approved the County budget; along with the process that comes with that.

*Supervisor 2* - The Fire departments next informational meeting for the Town will be held November 19<sup>th</sup> at 6 p.m. They are working on getting a letter together to be sent along with the taxes.

*Chairperson* – Denise began her report with recommendations from the Plan Commission. Supervisor Behnke made a motion to approve Matthew Kiecker to rezone a 3-acre parcel of land from A-3, Farmland Preservation District, to A-1, Agricultural/Rural Residential. Seconded by Supervisor Christiansen. Both voted aye, motion carried. The next recommendation was for Rodney and Tracy Fisher to rezone a 2.61-acre parcel from A-3 to A-2. Supervisor Christiansen made a motion to approve the rezone, seconded by Supervisor Behnke. Aye by both allowed the motion to carry. Next, a discussion about power poles that were placed in the right of way. Chuck from WPS will be at the December meeting to talk more about this. Essential Sewer and Water came and sprung the culvert on Gass Lake back up, free of charge to the

Town. Stangel Salt was next on the agenda. Denise gave everyone pamphlets and asked them to look and see what they think, and they will be put back on the agenda at a later date. That discussion led to Dave stating he was looking for a new sand supplier. Supervisor Christiansen made a motion to approve Jim's Excavating at \$17/yard, seconded by Supervisor Behnke. All approved, motion carried. The culvert on Union Road was brought up and was decided it will be a discussion in spring. Northeast Asphalt fixed Gass Lake road, therefore Supervisor Behnke made a motion to approve paying that bill. Supervisor Christiansen seconded the motion, all approved, motion carried. Denise then mentioned that our 10-year update to Farmland Preservation is due, and Cedar Corp will be helping with that process. This isn't in our budget, and we will have to take out of the committed fund. Denise then moved on to ARIP grant, we have received our contract and the timeframes. She will find out more with payments and reimbursements in time. The City Water Project, phase 2 & 3 was approved, now we are waiting for contracts to be discussed and approved by both sides before it can continue.

*Clerk* – The Christmas Party will be held at K-City Pub in Kellnersville at 6 p.m. Supervisor Christiansen made a motion to approve the paying of the bills, seconded by Chairperson Thomas. All approved, motion carried.

**NEXT MEETING DATES**

Fire Department Informational Meeting – November 19, 2024, at 5:00 p.m.

Public Hearing to adopt the 2025 Budget w/ 2024 tax levy – November 29, 2024, at 8:00 a.m.

Monthly Town Meeting – December 18, 2024, at 5:00 p.m.

With no further discussion Chairperson Thomas moved to adjourn the meeting, seconded by Supervisor Christiansen. Said motion was adapted by acclamation. The meeting was adjourned.

Respectfully submitted,  
Alyssa Grotegut, Clerk

**RESOLUTION APPROVING TOWN OF NEWTON ZONING  
ORDINANCE**

(Rodney and Tracy Fischer)

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, the town of Newton adopted a zoning ordinance pursuant to the authority  
2 granted to towns under Wis. Stat. § 60.62; and  
3

4 WHEREAS, Manitowoc County adopted a zoning ordinance pursuant to the authority  
5 granted to counties under Wis. Stat. § 59.69; and  
6

7 WHEREAS, Wis. Stat. § 60.62(3) provides that town zoning ordinances, and amendments  
8 thereto, are subject to county board approval in counties that have adopted a zoning ordinance  
9 under Wis. Stat. § 59.69; and  
10

11 WHEREAS, the town of Newton amended its zoning ordinance on November 13, 2024 by  
12 rezoning a 2.61 acre parcel of property owned by Rodney and Tracy Fischer from A-3 (Farmland  
13 Preservation) District to A-2 (General Agriculture) District in accordance with Wis. Stat. § 60.62;  
14 and  
15

16 WHEREAS, the town of Newton has submitted its amended zoning ordinance to the county  
17 board of supervisors of the county of Manitowoc for approval, and a copy of the amended zoning  
18 ordinance has been provided to each member of the county board for review;  
19

20 NOW, THEREFORE, BE IT RESOLVED that the county board of supervisors of the  
21 county of Manitowoc approves the town of Newton’s amended zoning ordinance that rezones that  
22 certain 2.61 acre parcel of property owned by Rodney and Tracy Fischer from A-3 (Farmland  
23 Preservation) District to A-2 (General Agriculture) District and was adopted by the Town Board  
24 of Newton on November 13, 2024.

Dated this 17th day of December 2024.

Respectfully submitted by

\_\_\_\_\_  
Ryan Phipps, Supervisor, District 11

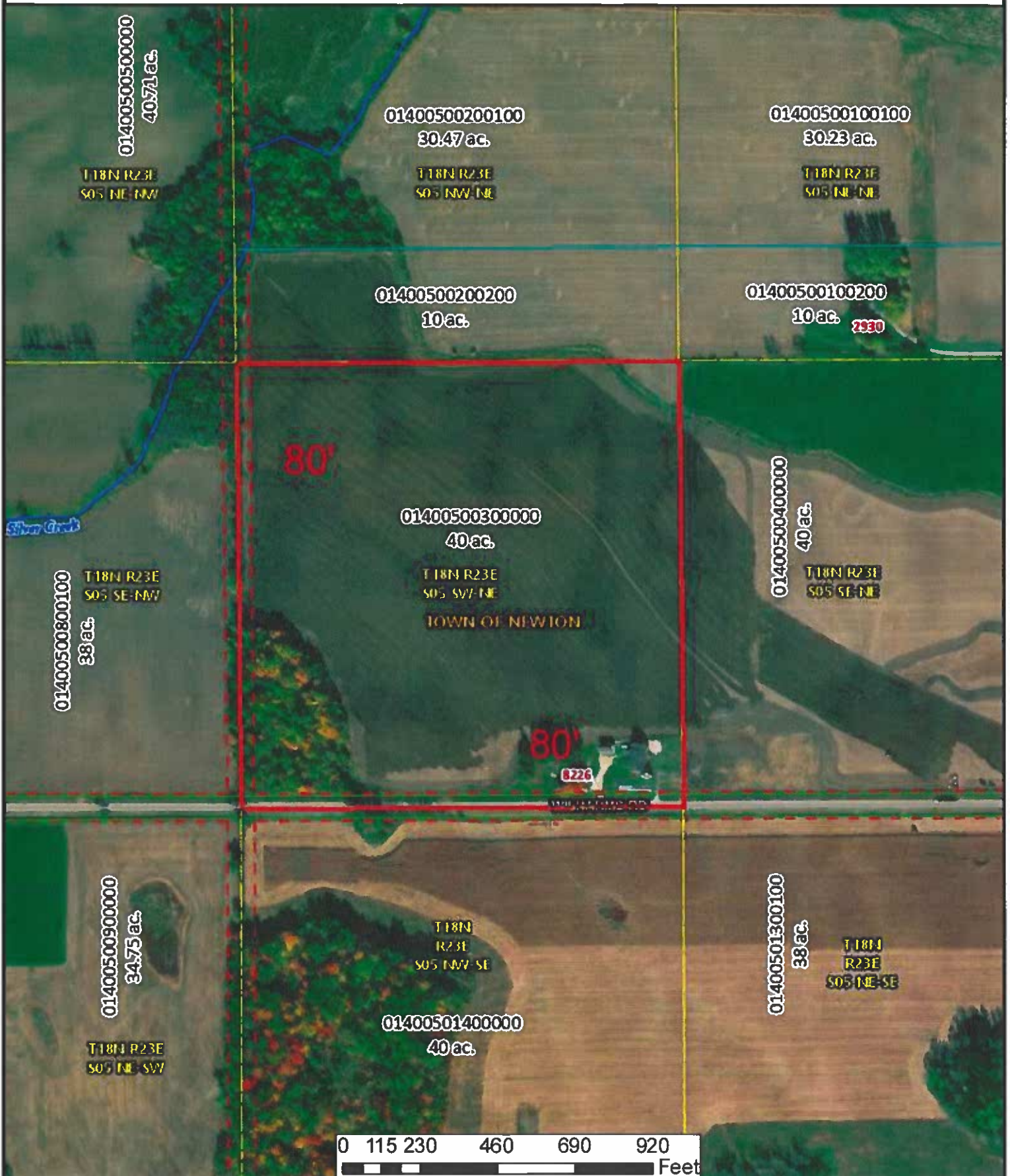
FISCAL IMPACT: None.

FISCAL NOTE: Reviewed and approved by Finance Director. \_\_\_\_\_

LEGAL NOTE: Reviewed and approved as to form by Corporation Counsel. 

APPROVED: \_\_\_\_\_  
Bob Ziegelbauer, County Executive Date

# Manitowoc County Parcel Viewer



Author: Public  
Date Printed: 12/4/2024



The burden for determining fitness for use rests entirely upon the user of this website. Manitowoc County and its co-producers will not be liable in any way for accuracy of the data and they assume no responsibility for direct, indirect, consequential, or other damages.

TOWN OF NEWTON  
6532 CARSTENS LAKE ROAD  
MANITOWOC WI 54220

November 14<sup>th</sup> 2024

To: County Board  
Court House  
1010 South 8<sup>th</sup> Street  
Manitowoc WI 54220

Ladies and gentlemen,

Please be advised that the Town of Newton at its regularly scheduled Town Board Meeting on Wednesday, November 13<sup>th</sup> 2024, approved the following:

A request by Rodney and Tracy Fischer to rezone a 2.61-acre parcel from A-3, Farmland Preservation District, to A-2, General Agriculture District to allow the barn and outbuildings to be sold after a house fire. The property is located at 8226 Wilharms Road.

A motion was made, seconded, and approved at the Town of Newton Planning Commission meeting on November 11<sup>th</sup>, 2024. Said action was approved and was submitted to the Town Board for approval. Voting Aye were Supervisor Behnke and Supervisor Christianson. Motion carried.

Alyssa Grotegut  
Town of Newton Clerk





**CERTIFIED SURVEY MAP**  
**LOCATED IN THE SW 1/4 OF THE NE 1/4 OF SECTION 5, TOWN 18 NORTH, RANGE 23 EAST,**  
**TOWN OF NEWTON, MANITOWOC COUNTY, WISCONSIN**

**SURVEYOR'S CERTIFICATE**

I, Jeffrey A. DeZeeuw, Professional Land Surveyor with Corner Point, do hereby certify that I have surveyed and mapped the following described parcel:

Located in the SW 1/4 of the NE 1/4 of Section 5, Town 18 North, Range 23 East, Town of Newton, Manitowoc County, Wisconsin, described as follows:

Commencing at the E 1/4 Corner of said Section; Thence S 89°40'26" W, 1307.52 feet to the point of beginning; Thence continue S 89°40'26" W, 501.00 feet coincident with the south line of the NE 1/4 of said Section; Thence N 00°19'34" W, 226.91 feet; Thence N 89°40'26" E, 501.00 feet; Thence S 00°19'34" E, 226.91 feet to the point of beginning.

Said parcel contains 113,682 Square Feet (2.610 Acres) of land.

That I have made such survey, land division and map at the direction of Rodney Fisher and Tracy Fischer.

I further certify that the map hereon is a correct representation of the exterior boundaries of the lands surveyed and the division thereof. Also that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Section 12.07 of the Manitowoc County Subdivision Regulations.

Dated \_\_\_\_\_  
Jeffrey A. DeZeeuw  
Professional Land Surveyor, S-2294

**OWNER'S CERTIFICATE**

As owners we hereby certify that we caused the land described on this map to be surveyed, mapped, divided and dedicated as represented on this map.

Dated \_\_\_\_\_

Rodney Fischer \_\_\_\_\_ Tracy Fischer

**CERTIFICATE OF PLANNING AGENCY**

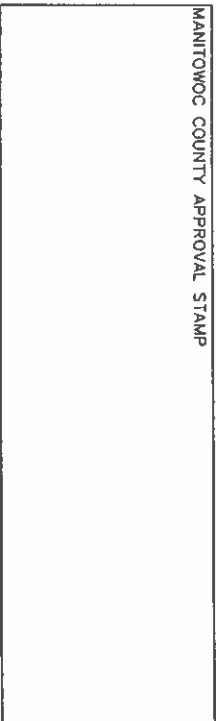
This certified survey map has been submitted and approved by the City of Manitowoc Plan Commission.

Dated \_\_\_\_\_  
Paul Braun

**CERTIFICATE OF PLANNING AGENCY**

This certified survey map has been submitted and approved by the Town of Newton Plan Commission.

Dated \_\_\_\_\_  
Michael Sottery  
MANITOWOC COUNTY APPROVAL STAMP



TOWN OF NEWTON BOARD MEETING  
NOVEMBER 13, 2024

The November 13, 2024, the meeting of the Town of Newton was called to order by Chairperson Thomas at 5:00 p.m. at the Town Hall, 6532 Carstens Lake Road, Manitowoc. The Public hearing to adopt the budget was postponed until November 29<sup>th</sup> at 8 a.m.

**ROLL CALL**

The roll was called, members present were Denise Thomas – Chairperson, Kevin Behnke - Supervisor 1, Kelly Christiansen – Supervisor 2, Alyssa Grotegut – Clerk, Paulette Vogt – Treasurer, Dave Mueller – Road Supervisor/Law Enforcement Officer. Excused was Mike Slattery – Zoning Administrator

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Respectfully submitted,  
Alyssa Grotegut, Clerk

**RESOLUTION AUTHORIZING NWQI GRANT**

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1       WHEREAS, the Manitowoc County Land and Water Resource Management Plan  
2 identifies concerns with non-point pollution of surface water, ground water, and agricultural soil  
3 erosion in the County; and  
4

5       WHEREAS, the Soil and Water Conservation Department manages GIS data and online  
6 mapping resources to provide information for public use; and  
7

8       WHEREAS, improper nutrient application and agricultural runoff can be significant  
9 sources impacting Manitowoc County’s groundwater, inland lakes, and watersheds draining to  
10 Lake Michigan; and  
11

12       WHEREAS, current data from the Wisconsin Department of Natural Resources  
13 (“WDNR”) and community well monitoring efforts in five selected watersheds located in  
14 Manitowoc County have shown trends of increasing nitrate levels; and  
15

16       WHEREAS, the Soil and Water Conservation Department has the opportunity to apply for  
17 and receive \$50,000 in 2025-2026 for assessment funds from the Natural Resources Conservation  
18 Service (“NRCS”) through a National Water Quality Initiative Grant; and  
19

20       WHEREAS, the Manitowoc County Soil and Water Department has staff and internal  
21 resources available to work with WDNR and NRCS to develop an assessment plan and application;  
22 and  
23

24       WHEREAS, the Soil and Water Conservation Department will receive up to \$50,000 in  
25 2025-2026 for staff support, outreach and assessment tools; and  
26

27       WHEREAS, after careful consideration and review, the Land Conservation Committee  
28 recommends the Soil and Water Conservation Department pursue and accept a National Water  
29 Quality Initiative Grant in the amount of \$50,000 to facilitate and improve groundwater quality in  
30 Manitowoc County;  
31

32       NOW THEREFORE, BE IT RESOLVED, that the board of supervisors of the county of  
33 Manitowoc authorizes the Soil and Water Conservation Department to apply for and accept a  
34 National Water Quality Initiative Grant in an amount up to \$50,000; and  
35

36       BE IT FURTHER RESOLVED the Soil and Water Conservation Department will meet the  
37 financial obligations necessary to fully and satisfactorily complete the deliverables as outlined in  
38 grant application and any agreements entered into pursuant thereto; and  
39

